

2012 Holiday Party Proposals
400 Adults / 100 Kids

2011 Caterer

Innovative Gourmet Catering	Food/3 Staff	\$6,585.00
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Proposals

Absolutely Perfect Catering	Food/2 Staff	\$6,699.00
Mindy's Catering	Food/3 Staff	\$8,033.00
Innovative Gourmet Catering	Food/3 Staff	\$7,085.00 (Recommended)

Evaluation of Proposals

We don't have direct experience using **Absolutely Perfect Catering**. Unfortunately they had the sparsest menu for appetizers and they could only offer a limited selection of desserts.

We have used **Mindy's Catering** for several Village events and they provide a nice buffet display and the food is good. Unfortunately, they were not able to offer the Village any new items and the menu was not as enticing as in past years. In the end, Mindy's Catering was not able to offer an interesting selection of food in comparison with the offering proposed by Innovative Gourmet Catering. Their proposal is also the highest and exceeds our budget allocation for food.

Innovative Gourmet successfully catered the Village's Holiday Party last year and we received positive feedback. They also have a great reputation (they were voted Baltimore's Best Caterer). Innovative Gourmet was able to offer the best menu selection for the price, their options were more unique than the other proposed caterers, and the special events coordinator has been accommodating and easy to work with.

I recommend that we select Innovative Gourmet to cater this year's Holiday Party.

Additional Comments

It has been increasingly hard to keep the costs for the Holiday Party below budget, which has decreased by over \$7,000.00 in the past 4 years. The problem lies in food costs. We average 500 guests at this event and there are very few caterers who can accommodate food for that many people and remain at our budget. We have been able to accomplish these events because we find NEW caterers who are looking to promote their business in the Chevy Chase area. In the beginning they are willing to lower their prices to fit within our budget. Once these caterers have worked with us for a year or two, they are no longer able to offer the same prices/same food selection for our Holiday Party. This puts us back to square one every other year or so.

The above recommended caterer is still higher than last year's allocation for food; and therefore, we may exceed this year's budget by approximately \$250.00

Below is the Holiday Party Menu that I have chosen from Innovative Gourmet:

STATIONARY HORS D'OEUVRES

Grilled chicken skewer: marinated with lemon, garlic, crushed red pepper and oregano, skewered, grilled, and drizzled with tzatziki sauce

Innovative cheese display: an attractive array of cheeses, including Bleu, Asiago, Vermont Cheddar and Brie, garnished with fresh fruit and berries served with: Imported crackers, seasoned pita triangles and sliced French bread.

Black Angus burgers sliders served on petite challah rolls with a choice of green peppercorn mustard sauce or Roasted onion relish.

Wilted Spinach and artichoke in pastry: pastry with spinach, caramelized onions, crumbled feta cheese and roasted red peppers

Risotto cakes with porcini mushrooms, topped with arugula pesto

Flat breads with sun-dried tomatoes, chicken sausage, fresh tomatoes, herbs and garlic

Mini BLT Panini a new twist to a classic sandwich, grilled turkey, house cured bacon and Jarlsberg cheese

DESSERTS

Dessert: an assorted European and American pastries, such as:

Chocolate chunk cookies with pecans

Double fudge cookies with white chocolate

Lemon curd squares with a buttery crust

White chocolate bark with sun dried fruit

Dark chocolate bark with candied pecans

Macadamia nut squares with mocha cream

Chocolate profiteroles with vanilla bean cream anglaise

Butter and chocolate dipped madelines

Chocolate truffles with cocoa dust

Chocolate Oreo cream cheese squares

Mocha blondies with chocolate chunks and macadamia nuts

Key lime tartlets

Oatmeal coconut golden raisin cookies with peach schnapps

****Dessert with nuts will be separate****

Submitted by: Grace Brock, Administrative Assistant (11/08/12)

2012 Holiday Party Estimated Budget

Food/Caterer	\$7,085.00 (per recommendation)
Beer/Wine	\$700.00
Labor	\$740.00
Santa	\$250.00
Disposables	\$200.00
Groceries (including non-alcoholic beverages)	\$500.00
Incidentals	\$150.00
Entertainment	\$375.00
Possible Overages	\$250.00
Estimated Total	\$10,250.00
Budget	\$10,000.00

Holiday Party 2011 Actual Budget Spent

Food/Caterer	\$6,585.00
Beer/Wine	\$669.70
Labor	\$740.00
Santa	\$200.00
Disposables	\$496.00
Groceries (including non-alcoholic beverages)	\$98.82
Incidentals	\$106.26
Entertainment	\$375.00
Actual Total	\$9,270.78
Budget	\$10,000.00

